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August 6, 1958

DP5-3557
COPY 1 OF 1

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SUMMARY OF CERTIFICATE OF SERVICE

- (a) Letter, Contracting Officer to [redacted], dated 13 June 1958, same subject.
- (b) Copy, Appendix III of T.O. CO-E5-174, "Certificate of Service - Contract Technical Service Personnel".

1. Considerable effort was put forth with the Contracting Officer and the WSPO towards finding some method of verifying service and travel performed by service personnel without involving LAC and the Lear representatives with the procedures set forth in the two enclosures. Such effort has been in vain and I now must ask you to instruct both [redacted] and [redacted] representatives at Laughlin AFB to comply with the enclosed directives, as amended by instructions noted below. By copies of this memo, [redacted] are also instructed to comply.

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2. Your attention is directed to the following statements and instructions:

- a. The Contracting Officer, WSPO and SAC Headquarters are aware of this contractor's policy that travel by our people via military air is strictly on a volunteer basis.
- b. Your travel to and from the factory and to and from deployments is still subject to approval from this office. At the time approval is obtained, authorization for travel by commercial carrier and/or privately owned conveyance will be given.
- c. Reference sections 3, a and 3, b of enclosure (a). This office will obtain prior approval from the WSPO for travel by service personnel and provide invoice documentation, as required.
- d. Reference sections 2 of enclosure (b). You are aware that the field bonus rate is compensation for services that may be required beyond the normal eight hour day or on week ends. It is recommended that the above referenced section 2 be left blank or shown as "zero" overtime.
- e. Reference section 3 of enclosure (b). Due to the nature of our contract with the customer and action to be taken by this office (2,c above), it is not mandatory that this section be filled out.

3. If any of the instructions in this memo provoke conflict or problems with customer personnel, which cannot be ironed out at the source, so advise this office for further assistance.

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☐ DECLASSIFIED
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